

## Quick Sheet: Log into OLDC from GrantSolutions

**Audience:** Grantees with OLDC Access Only

### Purpose

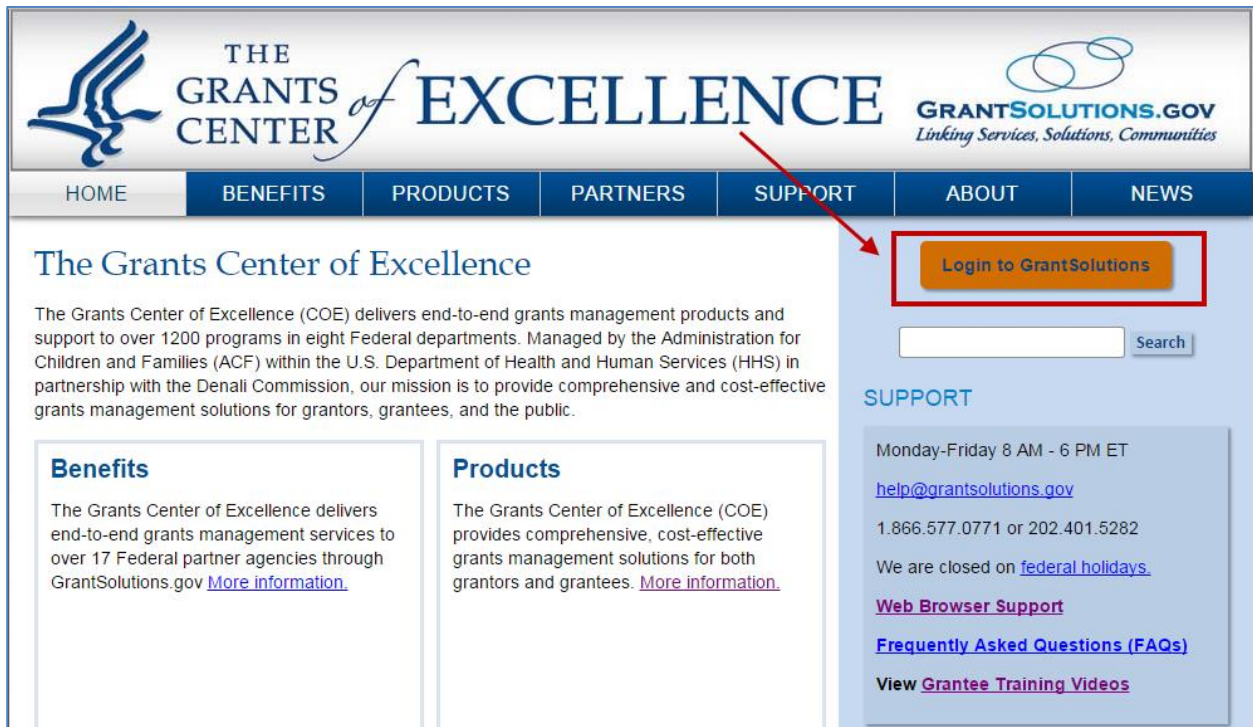
The purpose of this Quick Sheet is to provide step-by-step instructions for accessing the Online Data Collection (OLDC) system from the GrantSolutions Login screen.

*Note: Grantees with access only to OLDC continue to use their current OLDC login credentials in GrantSolutions.*

### Steps

To access OLDC from GrantSolutions:

1. From an Internet browser (such as Internet Explorer Mozilla Firefox, or Google Chrome), go to [www.grantsolutions.gov](http://www.grantsolutions.gov).
2. The "Grants Center of Excellence" Home page appears. Click the button **Login to GrantSolutions**.



**THE GRANTS CENTER of EXCELLENCE** **GRANTSOLUTIONS.GOV**  
Linking Services, Solutions, Communities

HOME BENEFITS PRODUCTS PARTNERS SUPPORT ABOUT NEWS

### The Grants Center of Excellence

The Grants Center of Excellence (COE) delivers end-to-end grants management products and support to over 1200 programs in eight Federal departments. Managed by the Administration for Children and Families (ACF) within the U.S. Department of Health and Human Services (HHS) in partnership with the Denali Commission, our mission is to provide comprehensive and cost-effective grants management solutions for grantors, grantees, and the public.

#### Benefits

The Grants Center of Excellence delivers end-to-end grants management services to over 17 Federal partner agencies through GrantSolutions.gov [More information.](#)

#### Products

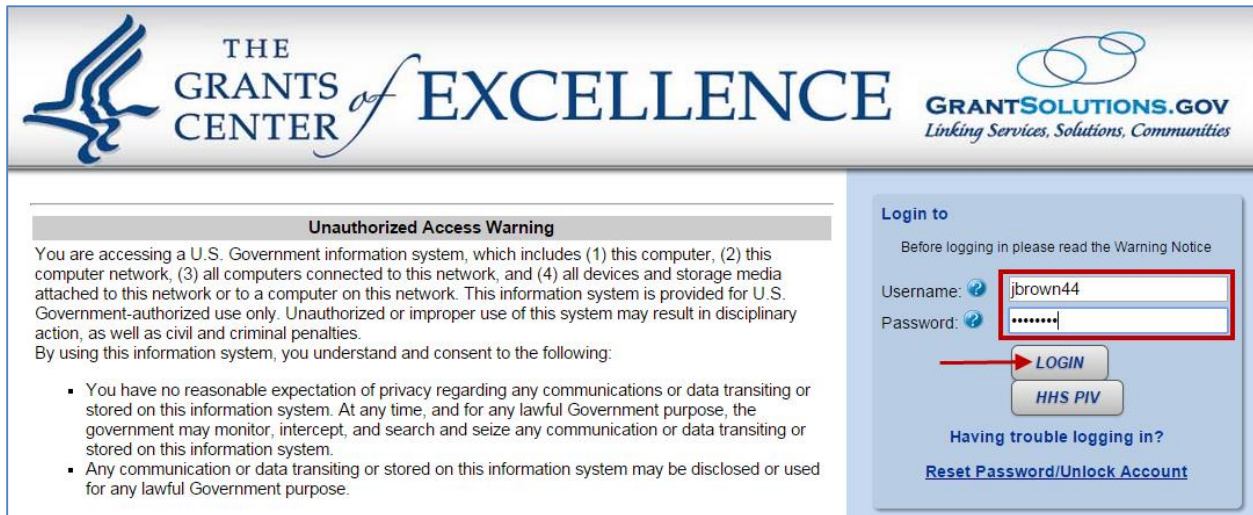
The Grants Center of Excellence (COE) provides comprehensive, cost-effective grants management solutions for both grantors and grantees. [More information.](#)

**Login to GrantSolutions**

#### SUPPORT

Monday-Friday 8 AM - 6 PM ET  
[help@grantsolutions.gov](mailto:help@grantsolutions.gov)  
1.866.577.0771 or 202.401.5282  
We are closed on [federal holidays.](#)  
[Web Browser Support](#)  
[Frequently Asked Questions \(FAQs\)](#)  
[View Grantee Training Videos](#)

3. The “GrantSolutions.gov” login screen displays. Enter your existing OLDC username in the **Username** field and the password in the **Password** field. Click the **Login** button.



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**Unauthorized Access Warning**

You are accessing a U.S. Government information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is provided for U.S. Government-authorized use only. Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties.

By using this information system, you understand and consent to the following:

- You have no reasonable expectation of privacy regarding any communications or data transiting or stored on this information system. At any time, and for any lawful Government purpose, the government may monitor, intercept, and search and seize any communication or data transiting or stored on this information system.
- Any communication or data transiting or stored on this information system may be disclosed or used for any lawful Government purpose.

**Login to**

Before logging in please read the Warning Notice

Username: jbrown44

Password: .....

**LOGIN**

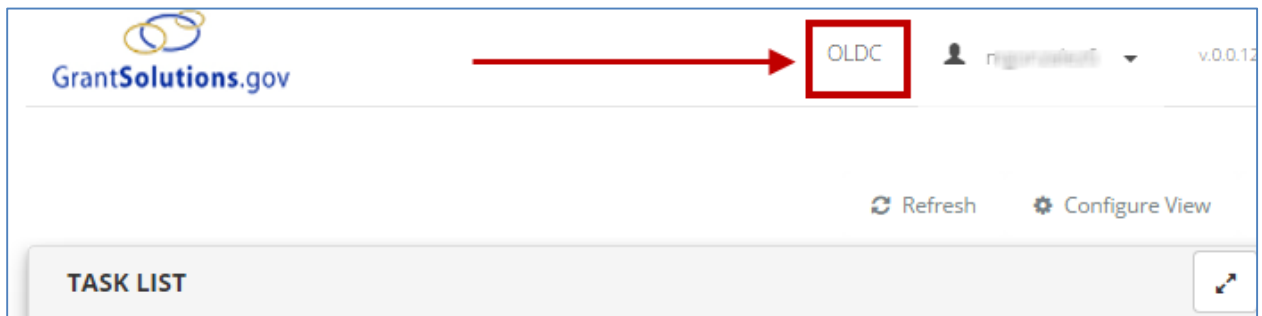
**HHS PIV**

[Having trouble logging in?](#)

[Reset Password/Unlock Account](#)

*Tip: Save the GrantSolutions login screen as a Bookmark or Favorite in your browser.*

4. The “GrantSolutions – Portal” screen appears. From the menu bar, select **OLDC**.



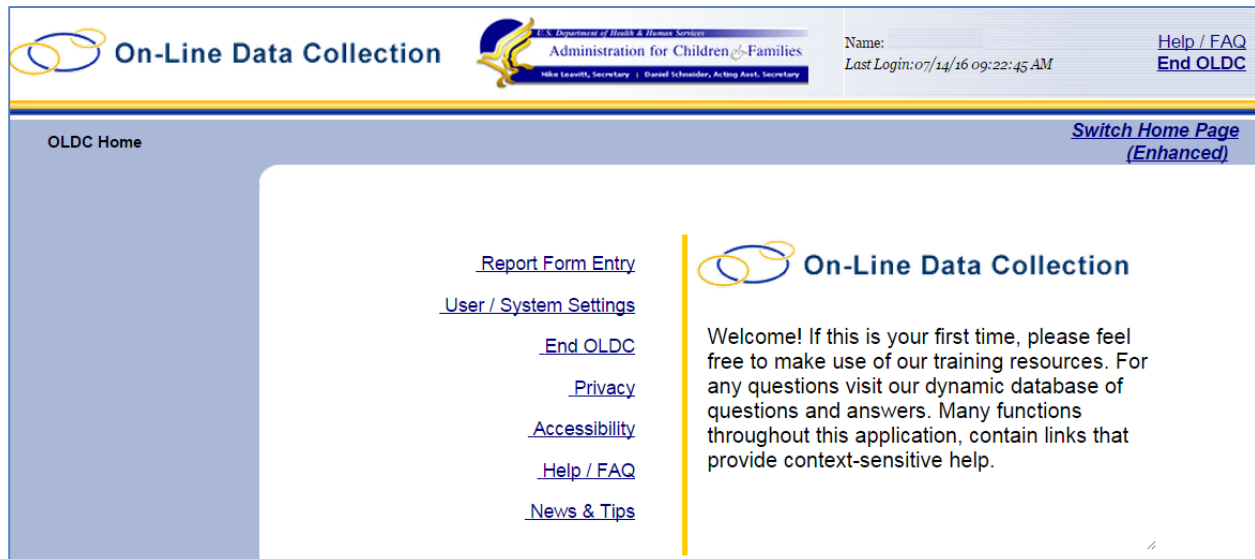
GrantSolutions.gov

**OLDC**

Refresh Configure View

**TASK LIST**

5. The “OLDC Home” screen opens in a new window.



The screenshot displays the OLDC Home interface. At the top, the header includes the 'On-Line Data Collection' logo, the U.S. Department of Health & Human Services Administration for Children & Families logo, and user information: 'Name: [blank]', 'Last Login: 07/14/16 09:22:45 AM', and links for 'Help / FAQ' and 'End OLDC'. Below the header, the main content area is divided into two sections. On the left, a sidebar labeled 'OLDC Home' contains a list of links: 'Report Form Entry', 'User / System Settings', 'End OLDC', 'Privacy', 'Accessibility', 'Help / FAQ', and 'News & Tips'. On the right, a larger section titled 'On-Line Data Collection' features a welcome message: 'Welcome! If this is your first time, please feel free to make use of our training resources. For any questions visit our dynamic database of questions and answers. Many functions throughout this application, contain links that provide context-sensitive help.'